

**Library Board of Trustees Meeting**  
**April 15, 2020**

The Knoxville Public Library Board of Trustees met on-line on Wednesday, April 15, 2020 at 8:30 a.m. This is due to the restrictions placed statewide because of the COVID-19 pandemic. Members present were Jean McKay, Pat Wilson, Mary Lane, Harv Sprafka, Bob Leonard, Scott Ziller, and Lindsey Carlson.

The meeting was called to order by Pat Wilson. Bob Leonard moved, Jean McKay seconded to approve the minutes of the March 18, 2020 meeting as mailed. Motion passed unanimously.

There was no correspondence.

Roslin gave the librarian's report for March 2020. The library closed on March 16 following the emergency proclamation from the Governor's office regarding the closure of schools and businesses. The city manager recommended the library and recreational center to be closed for safety reasons too. As of now, the library will remain closed until April 30. Circulation numbers reflect the closure with little circulation of physical items and more of electronic items since the library is promoting those resources more. 2,885 printed items were checked out from March 1 – 16, 849 non-print, and 1,686 other materials. Bridges and Kanopy are gaining numbers in particular. Library programs are being moved on-line as much as possible.

Under Media Strategy Plan, the library will advertise upcoming events in the usual media channels, especially social media. The mayor will read a proclamation about National Library Week (April 19 – 26) at the city council virtual meeting.

Mary Lane moved, Scott Ziller seconded that the financial report for March be approved. Motion was unanimous. Bob Leonard moved, seconded by Scott Ziller that the city trust report be approved. Motion passed unanimously. Ziller moved, Lane seconded the approval for payment of bills for April. Motion passed unanimously, and a copy is attached to the minutes.

Under Unfinished Business, the policies on collection development, personnel, and the Internet use are tabled until our new board member has had a chance to review them.

Under New Business, Pat Wilson welcomed Lindsey Carlson as the new member of the board. Her term runs from April 6, 2020 until June 30, 2024 to fill in Dave Garcia's term. Roslin will do an orientation session with Lindsey.

Roslin reported that the State Library has left it up to local governing bodies to determine whether to offer curbside delivery or pick-up to their communities. Bob Leonard moved, seconded by Scott Ziller to offer the needed service, but with safety for the staff and patrons in mind. Motion passed.

There being no further business, the meeting was adjourned. The next regular meeting will be held Wednesday, May 20, 2020 at 8:15 a.m. at the Knoxville Public Library.

Roslin Thompson, secretary